

# Risk Assessment Form V1.0

<b>Risk Assessment Number:</b>		<b>Task/Activity assessed:</b>					
<b>Name/job role of people consulted during assessment:</b>				<b>Date of Assessment:</b>		<b>Review Date:</b>	
<b>Acknowledgements, Sign off and Authorisation</b>							
	<b>Acknowledgement</b>			<b>Name</b>	<b>Signature</b>		<b>Date</b>
<b>Risk Assessor:</b>	By signing this risk assessment, I acknowledge my responsibility as the Risk Assessor for conducting this risk assessment in the best of my abilities.						
<b>Checked by:</b> (where required)	By signing this risk assessment, I acknowledge my responsibility as the checker for this risk assessment, by virtue of scrutiny and common sense.						
<b>Authorising Person:</b>	By signing the risk assessment, I acknowledge my responsibility as the Event leader/Team Leader/President for reviewing and approving this risk assessment and communicating controls and any additional controls to all involved parties (as appropriate).						
<b>Tasks/Operational steps/Sub tasks/Events:</b>	<b>Significant hazards –</b> • What could happen and why?	<b>Who is affected and how –</b> • Who might be hurt? • How bad could it reasonably be?	<b>What are your existing controls?</b>	<b>Existing Risk Rating</b> (Consequence x Likelihood = Total)			<b>Are additional controls needed?</b> <b>Y/N</b> (If Yes, RAMP required)
				<b>C</b>	<b>L</b>	<b>TOTAL</b>	
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<b>Tasks/Operational</b>	<b>Significant hazards</b>	<b>Who is affected and how?</b>	<b>What are your existing controls?</b>	<b>Existing Risk Rating</b>			<b>Are</b>

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steps/Sub tasks/Events:	COVID-19 – • What could happen and why?	COVID-19 – • Who might be hurt? • How bad could it reasonably be?		(Consequence x Likelihood = Total)	additional controls needed? Y/N (If Yes, RAMP required)
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## Emergency Planning Arrangements relating to operations/event

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## Brief description of activity this RA applies to

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ALL COVID-19 RELATED INFORMATION NEEDS TO BE TRUE FOR THE TIME OF THE EVENT, NOT THE ISSUING OF THE RISK ASSESSMENT

## Risk Rating Matrix

RISK MATRIX					
Consequence Likelihood	Negligible (1)	Minor (2)	Medium (3)	Major (4)	Severe (5)
Almost Certain (5)	5	10	15	20	25
Likely (4)	4	8	12	16	20
Possible (3)	3	6	9	12	15
Unlikely (2)	2	4	6	8	10
Very Unlikely (1)	1	2	3	4	5

CONSEQUENCE (considered <b>WITH</b> controls in place)		
5	Severe	<ul style="list-style-type: none"> <li>Fatality (ies)</li> <li>Severe or chronic illnesses or permanent life changing impact</li> </ul>
4	Major	<ul style="list-style-type: none"> <li>Injury such as fracture of bones, dislocation, or acute ill health e.g. occupational asthma, occupational dermatitis</li> </ul>
3	Medium	<ul style="list-style-type: none"> <li>An injury that requires first aid treatment and subsequent treatment by health care professional</li> <li>No lost time illnesses and no chronic/acute health effects</li> </ul>
2	Minor	<ul style="list-style-type: none"> <li>An injury that requires basic first aid treatment such as administering a plaster, individual able to continue at work e.g. minor cuts, bruising, abrasions, strains or sprains</li> </ul>
1	Negligible	<ul style="list-style-type: none"> <li>Superficial or no physical injury or health effects</li> </ul>

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Rating	Interpretation	Authorisation
≤ 6 = Low Risk	Acceptable but ensure that controls are maintained	Event Manager or equivalent
9 -12 = Medium Risk	Adequate but look to improve if reasonably practicable	President / VP / Line Manager or equivalent
15 – 25 = Unacceptable Risk	STOP activity and make immediate improvements	District Health and Safety officer

LIKELIHOOD (considered <b>WITH</b> controls in place)		
5	Almost Certain	<ul style="list-style-type: none"> <li>Will occur/greater than a likelihood of 1 in 1(yr.)</li> </ul>
4	Likely	<ul style="list-style-type: none"> <li>Known to occur/probably occurs most circumstances/No greater than a likelihood of 1 in every 10</li> </ul>
3	Possible	<ul style="list-style-type: none"> <li>Might occur /no greater than a likelihood of 1 in 1000</li> </ul>
2	Unlikely	<ul style="list-style-type: none"> <li>Not likely/could occur at some time/no greater than a likelihood of 1 in 10,000</li> </ul>
1	Very Unlikely	<ul style="list-style-type: none"> <li>May only occur in exceptional circumstances/no greater than a likelihood of 1 in 100,000</li> </ul>